



U.S. DEPARTMENT OF THE INTERIOR  
Certification of Position Approval for Retirement  
Under  
5 USC 8336(c) and 8412(d)

☒ Approved under the Civil Service Retirement System, 5 USC 8336(c)

☒ Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Secondary/Administrative (FF)

Bureau: Bureau of Land Management - Bureau Wide

Classification Title: Airplane Pilot

Organization Title: Air Tactical Pilot

Position Number: F007 Series and Grade: GS-2181-09/11/12

RECOMMENDATION FOR COVERAGE REVIEW:

Secondary administrative coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

This position has administrative duties in an organization having a firefighting mission. The primary duties are administrative and directly connected with the control and extinguishment of fires. The primary purpose of this position is to serve as an Air Tactical Pilot for Aerial Supervision Module (lead profile) (ASM1) operations. The incumbent provides operational direction, technical support, and assistance to aerial operations in coordination with ground personnel on wildland fire, urban interface fires and other assigned emergency incidents. **The position requires prior firefighting experience and is clearly in an established career path.**

[Signature]  
Bureau Program Designee

2-26-01  
Date

Marcia L. Scifres  
DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres

3/13/2001  
Date

APPROVAL The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 02/13/2001 Approval is by DOI Secretary's Designee:

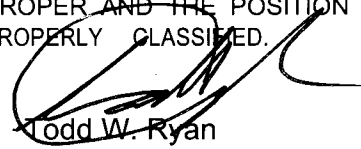
Wesley K. Tuttle  
Deputy Assistant Secretary, Human Resources

3/19/2001  
Date

## POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS	2. NAME OF INCUMBENT						
3. ORGANIZATIONAL LOCATION <input checked="" type="checkbox"/> AS SHOWN ON CURRENT DESCRIPTION <del>FF/LB Retirement Team Specialist</del> <b>AS HEREBY AMENDED</b> This has been approved as follows under 5 USC 5336(c) and 3412(d): IIa. _____ b. _____ c. _____ d. <input checked="" type="checkbox"/> Firefighter <input checked="" type="checkbox"/> Law Enforcement e. <input type="checkbox"/> Primary <input checked="" type="checkbox"/> Secondary/Administrative <input type="checkbox"/> Secondary/Supvy Removal Date: <u>3/14/01</u>							
4. CSC TITLE AND BUREAU POSITION NO. F007 Airplane Pilot	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">SCHEDULE</td> <td style="width: 25%;">SERIES</td> <td style="width: 25%;">GRADE</td> </tr> <tr> <td style="text-align: center;">GS</td> <td style="text-align: center;">2181</td> <td style="text-align: center;">09</td> </tr> </table>	SCHEDULE	SERIES	GRADE	GS	2181	09
SCHEDULE	SERIES	GRADE					
GS	2181	09					
<input checked="" type="checkbox"/> SAME AS PRESENT: AMENDED FOR <input type="checkbox"/> CSC TITLE <input type="checkbox"/> POS. NO. <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SERIES <input checked="" type="checkbox"/> GRADE							

## CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED.   <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">           _____            (Signature of Supervisor)         </div> <div style="width: 45%;">           _____            (Date)         </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">           TITLE _____         </div> <div style="width: 45%;">           TITLE _____         </div> </div>	5. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.  <div style="text-align: center;">   <u>Todd W. Ryan</u>            (Official Exercising Classification Authority)         </div> <div style="text-align: right;"> <u>2/13/01</u>            (Date)         </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">           TITLE <u>Position Classification Specialist</u> </div> <div style="width: 45%;">           TITLE _____         </div> </div>
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7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE AND THE ADDITIONS, DELETIONS, OR REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

The basic functions within which the incumbent works are described in the attached full performance level GS-12 position description. However, the incumbent is assigned to this position at a developmental level. He/she will perform the day-to-day assignments with considerable independence in planning/carrying out the work. Additional guidance/review will be provided for the more complex assignments (e.g., low level flight operations, mountainous terrain flying, flying in the fire environment, or close proximity flying).

Work will be reviewed for effectiveness in completing assignments, and for developmental progress towards performing the full range of duties described in the subject full performance level position description.

Incumbent will be required to successfully complete the Air Tactical Pilot Training Syllabus outlined in the Aerial Supervision Module Operations Guide.

OPM qualifications for entry at this grade level are: 1) Flight Time - <sup>1200 hr</sup>~~4500~~ hours, 2) Pilot-In-Command Total - <sup>250 hr</sup>~~500~~ hours, 3) Night Flying <sup>50 hr</sup>~~400~~ hours, 4) Flying Time, Last 12 months - 100 hours, 5) Multi-Engine Airplane - <sup>100 hr</sup>~~500~~ hours, 6) Instrument - 50 hours

**SUPERVISORY CERTIFICATION:** I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that a false or misleading statement may constitute violations of such statutes or their implementing regulations.

\_\_\_\_\_  
 Name Signature and Title of Supervisor

\_\_\_\_\_  
 Date

## POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS	2. NAME OF INCUMBENT
3. ORGANIZATIONAL LOCATION <input checked="" type="checkbox"/> AS SHOWN ON CURRENT DESCRIPTION <input type="checkbox"/> AS HEREBY AMENDED	
IIa. _____	d. _____
b. _____	e. _____
c. _____	

4. CSC TITLE AND BUREAU POSITION NO. F007 Airplane Pilot	SCHEDULE GS	SERIES 2181	GRADE 11
<input checked="" type="checkbox"/> SAME AS PRESENT: AMENDED FOR <input type="checkbox"/> CSC TITLE <input type="checkbox"/> POS. NO. <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SERIES <input checked="" type="checkbox"/> GRADE			

## CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED.  <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;">           _____            (Signature of Supervisor)         </div> <div style="width: 45%;">           _____            (Date)         </div> </div> <div style="margin-top: 10px;">           TITLE _____         </div>	5. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.  <div style="text-align: center; margin-top: 20px;"> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">             Todd W. Ryan              (Official Exercising Classification Authority)           </div> <div style="width: 45%;">             2/13/01              (Date)           </div> </div> </div> <div style="margin-top: 10px;">           TITLE <u>Position Classification Specialist</u> </div>
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7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE AND THE ADDITIONS, DELETIONS, OR REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

The basic functions within which the incumbent works are described in the attached full performance level GS-12 position description. However, the incumbent is assigned to this position at a developmental level. He/she will perform the day-to-day assignments with considerable independence in planning/carrying out the work. Additional guidance/review will be provided for the more complex assignments (e.g., low level flight operations, mountainous terrain flying, flying in the fire environment, or close proximity flying).

Work will be reviewed for effectiveness in completing assignments, and for developmental progress towards performing the full range of duties described in the subject full performance level position description.

## Other requirement

Incumbent will be required to successfully complete the Air Tactical Pilot Training Syllabus outlined in the Aerial Supervision Module Operations Guide.

## OPM qualifications for entry at this grade level are:

Total Flight Time - 1500 hours  
 Pilot-In-Command Total - ~~500~~ hours 250 *✓*  
 Night Flying - ~~100~~ hours 75 *✓*  
 Flying Time, Last 12 months - 100 hours  
 Multi-Engine Airplane - 500 hours  
 Instrument - ~~50~~ hours 75 *✓*

Department of Interior, FP/LE Retirement Team Specialist *HD*  
 This PD has been approved as follows under 5USC 8335(c) and 5410.7  
☒ Firefighter ☐ Law Enforcement  
☐ Primary ☒ Secondary/Administrative ☐ Secondary Support  
 Approval Date 3/19/01

SUPERVISORY CERTIFICATION: I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that a false or misleading statement may constitute violations of such statutes or their implementing regulations.

\_\_\_\_\_  
 Name Signature and Title of Supervisor

\_\_\_\_\_  
 Date

<b>POSITION DESCRIPTION</b> <i>(Please Read Instructions on the Back)</i>							1. Agency Position No. F007	
2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other		3. Service <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field		4. Employing Office Location		5. Duty Station		6. OPM Certification No.
Explanation <i>(Show any positions replaced)</i>		7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest <span style="float:right">n/a</span>		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted <i>(Specify in Remarks)</i> <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither 8		12. Sensitivity <input checked="" type="checkbox"/> 1--Non-Sensitive <input type="checkbox"/> 3--Critical <input type="checkbox"/> 2--Noncritical Sensitive <input type="checkbox"/> 4--Special Sensitive		13. Competitive Level Code
15. Classified/Graded by		Official Title of Position				Pay Plan	Occupational Code	Grade
a. Office of Personnel Management								
b. Department, Agency or Establishment								
c. Second Level Review		Airplane Pilot				GS	2181	12 <span style="float:right">twr</span>
d. First Level Review								
e. Recommended by Supervisor or Initiating Office								
16. Organizational Title of Position <i>(if different from official title)</i> Air Tactical Pilot						17. Name of Employee <i>(if vacant, specify)</i>		
18. Department, Agency, or Establishment Department of the Interior						c. Third Subdivision		
a. First Subdivision Bureau of Land Management						d. Fourth Subdivision		
b. Second Subdivision State Office						e. Fifth Subdivision		
19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.						Signature of Employee <i>(optional)</i>		
20. <b>Supervisory Certification.</b> <i>I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that</i>						<i>this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.</i>		
a. Typed Name and Title of Immediate Supervisor						b. Typed Name and Title of Higher-Level Supervisor or Manager <i>(optional)</i>		
Signature _____ Date _____						Signature _____ Date _____		
21. <b>Classification/Job Grading Certification.</b> <i>I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.</i>						22. Position Classification Standards Used in Classifying/Grading Position Aircraft Operation Series, GS-2181, Jan 1988, TS-84, HRCD-7		
Typed Name and Title of Official Taking Action Todd W. Ryan Position Classification Specialist						<b>Information for Employees.</b> The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.		
Signature _____ Date <u>2/13/01</u>								
23. Position Review		Initials	Date	Initials	Date	Initials	Date	Initials
a. Employee <i>(optional)</i>						Department of Interior, FF/LE Retirement Team Specialist		
b. Supervisor						has been approved as follows under 5USC 8336(c) and 8412(d)		
c. Classifier						<input checked="" type="checkbox"/> Firefighter <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Primary <input checked="" type="checkbox"/> Secondary/Administrative <input type="checkbox"/> Secondary/Supply		
24. Remarks		Approval Date <u>3/19/01</u>						
25. Description of Major Duties and Responsibilities <i>(See Attached)</i>								

Provides leadership to state and field office staffs by developing and implementing aviation technical field procedures or practices. Analyzes aviation assets and related technology to meet program goals and objectives. Provides specific safety oversight for the technical aspects of a state aviation program. (15%)

Serves as one of several national focal points for aviation technical standards and provides assistance to the National Aerial Supervision Program Manager in the development and implementation of aviation programs including manual directives, handbooks, guides, and instructional material. (15%)

**Factor 1 - Knowledge Required by the Position**

Must be a current and proficient airplane pilot and fully knowledgeable of requirements to perform as Pilot-In-Command of aircraft utilized by the fire suppression programs of the Bureau of Land Management and cooperating agencies.

Upon initial hire, hold and maintain at a minimum the following: FAA Class II medical certificate; commercial, multi-engine, instrument airplane pilot certificate; and Certified Flight Instructor ratings for single, multi-engine, and instrument.

Within the time frame defined by the individual's training plan, must qualify in the aircraft type assigned, maintain currency and qualifications in that aircraft, and complete the prescribed Pilot Training Syllabus appropriate to the assignment and duty station.

Possesses a comprehensive knowledge and experience of fire management operations, fire behavior, and fire control techniques to function as an Air Tactical Pilot during wildfire suppression activities. This requires the fire training and fire experience catalogued in the Aerial Supervision Module Operations Guide.

Knowledge of low-level, high-density altitude, and mountain flying techniques under adverse conditions such as reduced visibility, winds, and high temperatures associated with firefighting flying.

Knowledge of the performance capabilities, operating limitations, characteristics, and requirements for a wide variety of single and multi-engine aircraft used in natural resource programs in order to evaluate and ensure safe and effective aircraft utilization.

Comprehensive knowledge of Federal Aviation Regulations (FARs), Departmental, Bureau, and cooperating agency operational requirements and regulations. Must possess sufficient experience to assure that mission directives are operationally valid and in legal compliance with those regulations.

Knowledge of the principles and practices of Crew Resource Management (CRM) and risk management techniques to ensure effective teamwork and task sharing during ASM operations.

## **Factor 2 - Supervisory Control**

Mission pilots assigned outside of Alaska work under the administrative supervision of the State Aviation Manager. Pilots assigned within the BLM Alaska Fire Service (AFS) organization work under the immediate supervision of the AFS Supervisory Pilot.

Works independently when performing safety of flight and mission objectives. Technical recommendations are considered authoritative within the parameters of the mission.

## **Factor 3 - Guidelines**

Guidelines include federal law, the Code of Federal Regulations, Executive Orders, OMB Circulars, and industry standards. They also include technical operational policies, directives, and management efforts of USDI, BLM, OAS, FAA, USDA Forest Service, and NTSB rules and regulations.

## **Factor 4 - Complexity**

Flying as pilot-in-command of complex aircraft involved in supporting fire and natural resource management programs requires many skills and techniques not practiced in routine aviation activities, including low-level flights in mountainous terrain, under adverse wind, turbulence, and visibility conditions. Precise and well-planned flight techniques must be utilized to accomplish the job safely and effectively. High ranking government officials are occasionally transported.

## **Factor 5 - Scope and Effect**

The purpose of the work is to provide for safe, effective, and cost efficient use of aerial resources in support of interagency wildland fire suppression operations in the United States, including Alaska, and Canada.

## **Factor 6 - Personal Contacts**

Contacts are frequently made with fire and aviation managers, dispatchers, and users, on an interagency basis. Works closely with the FAA, NTSB, OAS, Forest Service, and other State/Federal agencies on matters of standards, cooperative contract specifications, and operating procedures. Meets with manufacturers and aircraft operators regarding equipment and standards to meet the Bureau's needs. Maintains close contacts with professional and trade associations to stay current with new developments which apply to BLM aviation operations.

## **Factor 7 - Purpose of Contacts**

Contacts are for the purpose of exchanging information, coordinating work efforts, providing technical advice and resolving problems. Contacts also assist in developing interagency cooperation, policies, procedures and practices to encourage the exchange and use of interagency personnel and aviation resources.

**Factor 8 - Physical Demands**

Frequent flights are made at low-level altitudes in adverse weather conditions (turbulence, wind, shear, heat and smoke). The pilot is required to maintain a high level of concentration and attention in these conditions for long periods of time.

The incumbent must maintain a FAA Class II pilot's medical certificate. The job includes travel by aircraft, ground vehicle, and by foot to remote field locations to evaluate operations.

**Factor 9 - Work Environment**

The risks and discomforts involved are those of air travel compounded by the necessity of flight in smoke, turbulent air, over mountainous terrain, at low airspeeds and altitudes, and in high density air traffic (with and without radar control). Risks beyond normal are encountered while engaged in flight checks, operations in adverse flight conditions, and into remote/isolated areas.

Protective equipment required includes the use of fire protective clothing, gloves, and boots.

Work includes extensive travel with considerable time spent away from home. Duty days are long and limited only by agency safety regulations.